

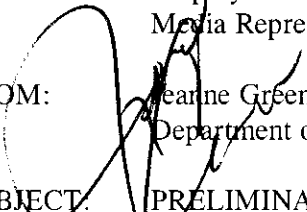


DEPARTMENT OF PERSONNEL

209 E. Musser Street, Room 101
Carson City, Nevada 89701-4204
(775) 684-0150
www.state.nv.us/personnel/

MEMO PERD #18/02
May 30, 2002

TO: Personnel Commission Members
Department Directors
Division Administrators
Agency Personnel Liaisons
Agency Personnel Representatives
Designee for Rules Distribution
Employee Representatives
Media Representatives

FROM:  Jeanne Greene, Director
Department of Personnel

SUBJECT: PRELIMINARY PERSONNEL COMMISSION AGENDA

The items listed below are tentatively scheduled for the Personnel Commission meeting on July 2-3, 2002. This meeting will be held in Las Vegas at the Grant Sawyer Building, Room 4401/4412, 555 East Washington Avenue, with a video conference link to Carson City at the Legislative Building, Room 4100, 401 South Carson Street.

- I. Call to Order – 8:00 a.m.
- II. *Adoption of Agenda
- III. *Minutes of Previous Meeting
- IV. *Classes Subject to Pre-Employment Screening for Controlled Substances
Pilot I - Departments of Conservation & Natural Resources and Transportation
- V. *Regulation Changes to Nevada Administrative Code, Chapter 284, proposed for permanent adoption
 - Section 1 NAC 284.126 Creation of new class, reclassification of position or reallocation of existing class
 - Sections 2 & 3 NAC 284.206 Special adjustments to pay
 - Section 4 NAC 284.210 Compensation for differentials in shifts
 - Section 5 NAC 284.374 Active lists: Removal and reactivation of names; refusal to consider certain persons

V. *Regulation Changes to Nevada Administrative Code, Chapter 284 (cont'd)

Section 6	NAC 284.378	Use of lists and consideration of eligible persons
Section 7	NAC 284.470	Preparation and discussion of reports; request for review
Section 8	NAC 284.540	Annual leave: Records
Section 9	NAC 284.577	Catastrophic leave: Voluntary repayment for hours used
Section 10	NAC 284.570	Repeal (Sick leave: Records)

VI. *Approval of Proposed Class Specification Changes

- A. Highway Patrol Major, *Highway Patrol Division, Department of Public Safety*
- B. Highway Patrol Captain, *Highway Patrol Division, Department of Public Safety*
- C. Highway Patrol Lieutenant, *Highway Patrol Division, Department of Public Safety*

VII. *Classification Appeals

- A. Caryn Woods, Legal Assistant
University of Nevada, Las Vegas, Administrative Code Office
- B. Janis Johnson, Administrative Assistant III
Department of Motor Vehicles, Compliance Enforcement Division
- C. Sandra Johnson, Administrative Assistant III
Department of Motor Vehicles, Management Services Division
- D. Sandy Josephson, Administrative Assistant III
Department of Motor Vehicles, Field Services Division
- E. Deborah Beemer, Deborah Williams and Joan Ewald, Program Officer
Department of Public Safety, Parole & Probation Division, Pre-Release Unit

VIII. *Selection of Hearings Officers -- *Applications from the following individuals have been received:*

<i>Angela D. Cartwright**</i>	<i>Treva J. Hearne</i>	<i>Kevin Patrick Ryan</i>	<i>Larry Jordan Weinstein</i>
<i>L. Steven Demaree</i>	<i>Daniel S. Hussey**</i>	<i>Paul Eric Stuhff</i>	<i>Paul E. Wommer</i>
<i>Patrick D. Dolan**</i>	<i>David Kladney**</i>	<i>Michael T. Suglia</i>	
<i>Henry Egghart**</i>	<i>Bill Kockenmeister</i>	<i>Hal Taylor</i>	
<i>John J. Graves, Jr.**</i>	<i>Cliff W. Marceck**</i>	<i>Kathy G. Teller</i>	
<i>Jill I. Greiner</i>	<i>Walter V. Norwood</i>	<i>Richard E. Thornley**</i>	

***Indicates candidates recommended by the Sub-Committee.*

IX. *Occupational Group Studies

A. Library & Archives

Approval of Proposed Archivist Classification Series

B. Employment Security Claims, Examination and Placement subgroup of
Social Services and Rehabilitation

1. Approval of Study Results
2. Classification Appeals

X. Uncontested Classification Action Report

XI. Selective Certification

XII. Special Reports

XIII. Comments by the General Public

XIV. Select Date for Next Meeting

XV. *Adjournment

*Indicates item will be voted on by the Personnel Commission.

NOTE: The above items may be heard in a different order than listed, at the discretion of the Chair. If the meeting continues to July 3, the starting time will be 9:00 a.m.

If anyone has questions or wishes to discuss, in further detail, the items scheduled for this Commission meeting, please contact Carol Thomas, Chief of Technical Services, Nevada State Personnel, at (775) 684-0119.

We are pleased to make reasonable accommodations for individuals with disabilities who wish to attend this meeting. If special arrangements are necessary, please notify the Department of Personnel in writing at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Debra Berry at (775) 684-0110 no later than five working days prior to the meeting.

JG:cp